



Charter Connection

November 2019

YOUR MONTHLY UPDATE FOR ALL THINGS CHARTER

Table of Contents

Director's Message

The State Charter School Board staff is pleased to welcome Jenna Magnetti as the newest member of its staff. Jenna has worked for the Utah State Board of Education for the last four years in the Child Nutrition Program department. As a member of the SCSB staff, Jenna joins the Authorizing and School Support team alongside Marie Steffensen. The addition of Jenna will allow Marie to be more present in schools offering her support and expertise. Jenna enjoys spending time with her two boys, as well as cooking, traveling, and watching football.



[Director's Message](#)

[NACSA 2019](#)

[Dr. Ed](#)

[Themes of the Month](#)

[Opportunities for Schools](#)

[Outstanding in Our Field](#)

[November \(2019\)](#)

[December \(2019\)](#)

NACSA 2019 Leadership Conference

In October, State Charter School Board members and staff attended the National Association of Charter School Authorizers (NACSA) 2019 Leadership Conference in St. Louis, Mo. NACSA provides charter school authorizers with training and support designed to help authorizers to improve their policies and systems to help improve their charter schools. SCSB members and staff attended workshops on authorizing and support as well as on oversight. SCSB members and staff were also able to make connections with other authorizers from across the country.



Dear Dr. Ed,

Help! I am drowning over here! I feel like I never have enough hours in the day to do all the things I both need and want to do. I have an endless pile of paperwork, a line out the door of my office, state reports, and more committee meetings than I know what to do with! Any tips for adding more hours to the day? Or at least managing my time more effectively?

Sincerely,

Overworked and Overwhelmed

Dear Overworked and Overwhelmed,

Did you know 59 percent of principals identify time management as the most challenging aspect of their job? You are definitely not alone! Between instructional leadership, family engagement, and building management, principals are routinely squeezed for time.

Fortunately, there are ways to help you make the most of the precious time you do have. Here are four suggestions—why not pick one to try out today?

1. Handle paperwork only once: Complete the task immediately, file it, or delegate the task to another person on your team. As for emails, set specific times throughout the day to read and deal with them. Handle emails as you do paperwork: answer, file, or delegate.

Don't put off dealing with the items to another time—only more will come!

2. Upgrade your email: Google's Inbox and Polymail are two options that boast a "boomerang" or "send later" feature. These options allow you to reply to all of your emails, send new ones, and clear out your inbox at any time of day or night, but emails won't arrive in recipients' inboxes until the time you choose. If you wonder why this is a productivity saver, think of the last time you sent an email just before bedtime that turned into a conversation, or a staff member worried that you expected a reply to an email sent at 10:30 p.m.

3. Cluster teacher observations: Doing three or four observations in one day helps you to see a variety of lessons across the grade levels. This dedicated "day" ensures that you are out in the building enjoying learning with students and teachers. You can then devote time with teachers during their planning block that immediately follows the classroom observation. This approach provides immediate feedback and ensures a timely process.

4. Implement efficient school change: These must be more than "research-based." If we value time and logic, we owe it to students to seek out and implement only that which the evidence points to as the most effective actions and initiatives we can find. These critical determinations must be followed by a campaign of highly focused, unabashed repetition; review; and practice. Mastery and consistent implementation—not mere exposure or training—must become our new goal.

--*Dr. Ed U. Tation* Adapted from: naesp.org

Theme of the Month

When asked in a national survey, 26% of executive directors reported that their board members come to board meetings unprepared. 18% of board chairs agreed. The point made by the authors of the survey was that time is lost when a board chair must stop a meeting for members to read materials. Time is a resource and limited when considering the national average of a board meeting is two hours. Adding to our knowledge that 38% of a board meeting consists of reporting, less time is available for board members to leverage their skills and experience.

Related, prepared board members report a more positive board culture than the unprepared. A healthy board culture fosters honesty, responsibility, and confidence in each other and in the organization. This comes as values trickle from the board into the organization. In other words, poor board culture is associated with poor school culture.

As something to ponder, if your executive director left the room, how robust would your board discussions be?

Opportunities for Schools

- Has your charter school governing board done its annual training on the Open and Public Meetings Act yet? The Office of the State Auditor has a training for you
<http://training.auditor.utah.gov/courses/open-and-public-meetings-act-2019>
- The American Psychological Foundation is currently seeking applications for the Esther Katz Rosen Pre-college Psychology Grant Program (up to \$15,000). For more information, visit
<https://www.apa.org/apf/funding/rose-n-precollege?tab=3>.



Outstanding in Our Field

- Ms. Cassidy Chamberlain of Treeside Charter School was awarded as October's Employee of the Month of SCSB schools. Ms. Chamberlain is the school's registrar and is credited with keeping the school compliant with all of its regulations. Way to go!
- Beehive Science and Technology Academy students, Kassie Holt and Sidor Clare are winners in the National Broadcom MASTERS STEM Competition. For their achievement, each picks up \$16,000. Congratulations!

November 2019

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
				1	2	3
4	5	6	<u>USBE Meeting</u> 7	<u>USBE Committees</u> 8	9	10
11	<u>Charter Directors</u> 12	SCSB Hearings 13	<u>SCSB Meeting</u> 14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December 2019

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						1
2	3	4	<u>USBE Meeting</u> 5	<u>USBE Committees</u> 6	7	8
9	10	11	12	<u>SCSB Meeting</u> 13	14	15
16	17	18	Charter Directors 19	20	21	22
23	Christmas Eve 24	Christmas Day 25	26	27	28	29
30	31					